

Indiana Environmental Health Association, Inc. **Executive Board Meeting Minutes of the November 12, 2021 meeting.**

**NEXT MTG DATE: Friday, December 17, 2021 – 11:00 am**

LOCATION: ISDH Building (**Via Microsoft Teams only**)  
AGENDA: Chapter and Committee Reports/Old and New Business

FROM: Lisa Chandler - Secretary  
Tami Barrett – Board Secretary

TO: **OFFICERS**

Past President & Awards Committee Chair – JoAnn Xiong Mercado  
President and NEHA Liaison – Jammie Bane\*  
President-Elect – Holley Rose\*  
Vice President – Jennifer Heller\*  
Treasurer – Gretchen Quirk (2019/2020)\*  
Secretary – Lisa Chandler\*

**CHAPTER REPRESENTATIVES**

Reba Taylor-Hill – Central Chapter \*  
Karl Glaze (Jennifer Heller, proxy) – Southern Chapter\*  
Beth Bowlen – Southeastern Chapter \*  
Lisa Harrison – West Central Chapter\*  
Ed Norris – Wabash Valley Chapter \*  
Nicole Corwin – Northeast Chapter\*  
Stephanie Cain – East Central Chapter \*  
Karen Flanigan – Northwest Chapter \*

**OTHERS**

Matthew Herrick & Catherine Hess – Auditors  
Tara Renner – Committee on Professional Education and Development (COPEd)  
Lynette Schrowe – IDEM Liaison  
Jason Ravenscroft – Membership Committee Chair  
Ed Norris – Publications Committee Chair  
Mike Sutton – Nominations Committee Chair  
Amanda Deering – International Association for Food Protection (IAFP) Liaison  
Alice Quinn – Co-Chair, Wastewater Management Committee  
L.A. Brown - Indiana Onsite Wastewater Professionals Association (IOWPA) Liaison (July 2021)  
Amanda Lahners - Co-Chair, Wastewater Management Committee  
Vacant – Indiana Department of Health (IDOH) Liaison  
Denise Derrer – Board of Animal Health (BOAH) Liaison  
Doug Mathis – National Association for County and City Health Officials (NACCHO) Liaison  
Kim Irwin - Indiana Public Health Association (IPHA) Liaison  
Amy Ayers & Mariah Allen, Co-Chairs - Food Protection Committee  
Elizabeth Bowman – General Environmental Health Services Committee Chair  
Jennifer Heller - Terrorism and All-Hazards Preparedness Chair  
Vacant – Website Committee Chair  
Vacant – Parliamentarian  
Tami Barrett – Board Secretary

Minutes of the November 12, 2021 Indiana Environmental Health Association, Inc. Executive Board Meeting.

The Executive Board meeting was called to order at 10:30 am by President-Elect Holley Rose.

Those attending all or part of the virtual meeting:

Holley Rose – President-Elect\*  
Jennifer Heller, Vice President\* and Chair, TAHP Committee  
Krista Click, 2022 Vice President  
Lisa Chandler – Secretary\*  
Gretchen Quirk – Treasurer (2019/2020) & (2021/2022)\*  
Catherine Hess – Auditor  
Stephanie Cain – East Central Chapter\*  
Nicole Corwin – Northeast Chapter Rep.\*  
Beth Bowlen – Southeastern Chapter Rep.\*  
Ed Norris – Wabash Valley Chapter Rep.\* & Publications Committee Chair  
Elizabeth Bowman – General Environmental Health Services Committee Chair  
Mariah Allen - Food Protection Committee Co-Chair  
Kim Irwin – IPHA Liaison  
Tami Barrett – Board Secretary

Those not attending:

JoAnn Xiong Mercado – Past President and Awards Committee Chair  
Jammie Bane – President\* and NEHA Liaison  
Matthew Herrick – Auditor  
Tara Renner – COPED Committee Chair  
Reba Taylor-Hill – Central Chapter Rep.\*  
Karl Glaze – Southern Chapter Rep\*  
Karen Flanigan – Northwest Chapter Rep\*  
Lisa Harrison – West Central Chapter Rep.\* and IDOH Liaison  
Amanda Lahners – Wastewater Management Committee Co-Chair  
Mike Sutton – Nominations Committee Chair  
Jason Ravenscroft – Membership Committee Chair  
Amy Ayers, Co-Chair – Food Protection Committee  
Amanda Deering – IAFP Liaison  
Lynette Schrowe – IDEM Liaison  
Doug Mathis – NACCHO Liaison  
Denise Derrer – BOAH Liaison  
LA Brown - Indiana Onsite Wastewater Professionals Association Liaison (July 2021)  
Alice Quinn – Wastewater Management Committee Co-Chair  
Association (IOWPA) Liaison

\*Indicates a voting member of the Board. There must be 8 voting members present (in person or virtual) for an official quorum. A quorum was present for this meeting.

**SECRETARY'S REPORT** – Lisa Chandler/Tami Barrett

Holley Rose asked for comments or corrections to the October 15, 2021 minutes. Hearing none, she stated the minutes are accepted as presented.

**TREASURER'S REPORT** – submitted by Gretchen Quirk

**Current October Budget Report**

The BMO Harris Checking Account balance is \$10,097.31

The BMO Harris Savings Account balance is \$4,839.28

The Fall Conference Account balance is \$20,409.00 (last bank statement)

The Capital Fund (30-month CD) balance is \$30,124.52 (**as of January 2021 is now a 13-month CD**)

The COPED Principal Account (60-month CD) balance is **\$16,889.00.**

The COPED Available balance is \$4,339.28 *(which includes interest from \$10,000 former CD, \$1,000 donation, \$4,000 from 2003 Fall Conference surplus, \$571.25 from 2004 Fall Conference silent auction, and \$1,117.75 from the 2016 Fall Conference Silent Auction, interest from the 60-month CD & \$844 from 2018 Fall Conference Silent Auction)*

Holley stated the October Treasurer's Report is filed subject to audit.

Gretchen wants the Board to know that the Association currently has about \$1,200 in the checking account with the projected amount by end of year to be approximately \$600. **The 2022 proposed budget was sent to the Finance Committee to review and will be sent to the Board for review/approval at the December meeting.**

**AUDITORS** – Catherine Hess & Matthew Herrick – **NO REPORT**

**LIAISON REPORTS**

**BOARD OF ANIMAL HEALTH (BOAH) LIAISON** – submitted by Denise Derrer (Tami distributed to Board members)

**Animal Health:**

- BOAH continues to monitor findings of SARS-CoV-2 infections in animals nationally. A number of species, from exotics to pets to wildlife species, have been identified with the virus. Transmission between humans and animals (pets in particular) does not seem to be a widespread issue in Indiana. BOAH veterinarians are available to assist if questions arise about testing and protocols.

**Meat & Poultry Inspection:**

- BOAH continues to see much interest and growth in the meat processing sector. The agency currently has a list of 40 facilities that have recently started a plant or are in-process of starting up. We are working hard to meet the current inspection needs for the new facilities as well as continued busy schedules at the existing facilities. The agency has approval to hire six inspectors. Four of those positions have been filled, with a fifth inspector to be starting in the next few weeks.
- Additionally, 21 plants now qualify for the CIS (cooperative interstate shipment) program that allows state-inspected meat to be sold across state lines.
- With deer season upon us, some state-inspected meat processing facilities will suspend their inspected status to handle hunter-harvested deer carcasses (which are not subject to inspection). This is most common with custom-exempt facilities. However, because of high demand for inspected meat products and processing, fewer facilities are doing deer processing this year. If issues of concern arise in BOAH-inspected facilities, contact the agency for follow up.

**INTERNATIONAL ASSOCIATION FOR FOOD PROTECTION (IAFP) LIAISON** – Amanda Deering – **NO REPORT** (NOTE: Holley Rose 2022 IAFP dues are up to date via the complimentary membership certificate – no cost to IEHA (according to IAFP one of the requirements to maintain IEHA status as an IAFP Affiliate is that the President and Delegate must be active members of IAFP. Amanda Deering is the 2022 IEHA Delegate to IAFP- ??)

**NATIONAL ASSOCIATION OF COUNTY & CITY OFFICIALS (NACCHO) LIAISON** – Doug Mathis – **NO REPORT**

**INDIANA PUBLIC HEALTH ASSOCIATION (IPHA) LIAISON** – Kim Irwin

Kim gave an update on many upcoming IPHA events. She and Jason have connected about student membership groups.

**NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION (NEHA) LIAISON** – Jammie Bane – **NO REPORT**

(NOTE: Jammie Bane's NEHA dues have been paid (according to NEHA Affiliate Presidents and at least one other member of an Affiliate's Board (preferably the successor to the president) shall be either Active or Life Members of NEHA. Jammie Bane is the 2021 IEHA Liaison to NEHA.)

**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM) LIAISON** – Lynette Schrowe  
- **NO REPORT**

**INDIANA DEPARTMENT OF HEALTH (IDOH) LIAISON** – Vacant – **NO REPORT**

**INDIANA ONSITE WASTEWATER PROFESSIONALS ASSOCIATION (IOWPA) LIAISON** – Jennifer Heller for Lewis A. (LA) Brown

Jennifer reported a soils training field day for local health departments has been scheduled for November 15 at 9:00 am at the Helping Paws Pet Haven in Huntington.

## **COMMITTEE REPORTS**

**AWARDS COMMITTEE** – JoAnn Xiong Mercado – **NO REPORT**

**COMMITTEE ON PROFESSIONAL EDUCATION and DEVELOPMENT (COPEd)** – Tara Renner – **NO REPORT**

NOTE: There is \$4,339.28 available for scholarships.

**MEMBERSHIP COMMITTEE** – Jason Ravenscroft – **NO REPORT**

**NOMINATIONS COMMITTEE** – submitted by Mike Sutton

2022 Officers are: Jammie Bane, Past President; Holley Rose, President; Jennifer Heller, President-elect; Krista Click, Vice President; Lisa Chandler, Secretary; Gretchen Quirk, Treasurer (2<sup>nd</sup> year of 2-year term); Matthew Herrick & Catherine Hess, Auditors. Currently, no nominations for 2023 have been submitted.

**PUBLICATIONS COMMITTEE** – Ed Norris

Ed reported the Fall Journal is posted to the website and a reminder notice with link was sent to all members. The deadline for the Spring Journal is the end of March 2022.

**FOOD PROTECTION COMMITTEE** – submitted by Amy Ayers & Mariah Allen – Co-Chairs  
**2022 Co-Chairs – Mariah Allen and JoAnn Xiong**

The last meeting of the year is scheduled for November 18. There will be officer elections held at this meeting. Additional information was provided for the spirit night fundraiser discussed at a previous meeting. Restaurants would agree to give 10% of sales to the Food Protection Committee. Gretchen reminded all that the money collected needs to be tracked for tax purposes.

**WASTEWATER MANAGEMENT COMMITTEE** – submitted by Alice Quinn & Amanda Lahners - Co-Chairs

Alice reported the November 10 meeting is postponed to November 30. The meeting will be held virtually. The Committee is working on a Mine Soil Guidance.

**GENERAL ENVIRONMENTAL HEALTH SERVICES COMMITTEE** (includes Legislation and Environmental Health Outreach Subcommittee (formerly Safe Water Committee) – Elizabeth Bowman

The next meeting is scheduled for November 18 at 2:00 pm via phone. Officer elections will be held at this meeting.

**TERRORISM AND ALL-HAZARDS PREPAREDNESS COMMITTEE** – Jennifer Heller

Jennifer reported that TAHP is hoping to continue trainings in 2022.

**WEBSITE COMMITTEE (formerly the INFORMATION TECHNOLOGY (IT) COMMITTEE)** – Vacant

**FALL CONFERENCE (2021)** – Holley Rose (2020 Conference was cancelled due to COVID-19)

Holley has the final bill from the hotel/conference center and is working through some of the line items prior to making payment.

**SPRING CONFERENCE (2022)** – Krista Click

Krista reported the Spring Conference will be held on April 28, 2022 at the Embassy Suites in Plainfield. Krista will work on a Save the Date to be posted to the website.

**FALL CONFERENCE (2022)** – Jennifer Heller

Jennifer announced the Fall Conference dates are September 19, 20 & 21 at the Abe Martin Lodge in Nashville. Abe Martin Lodge is confirmed and will be offering the \$96 rate, plus they also have some housing available in cabins rooms at \$79. There are a few pet friendly rooms. I have also held 20 Family Cabins for \$189 which may appeal to some vendors. Pretty much all the housing at the Lodge at this point is held for us. Several speakers have committed, Dr. Box (everyone knows who Dr. Box is!!), Dr Bret Marsh, BOAH Commissioner, Clint Studabaker retired engineer in Brown County who is working on a mass wastewater plan, and Gale Prince – Founder and President of SAGE Food Safety and former Corporate Director of Regulatory Affairs for Kroger and whose travel is being provided by the International Association of Food Protection to us as an affiliate. They will fund one speaker a year to events like this.

Meals are set-up but the menu will be locked in after the first of the year when the chef determines what can be provided at our price range. The lodge will provide electronics (screens, mics etc) and an IT person for the conference. Vendors will be stationed in the fireplace room at the top of the lobby which will be on the way to meals and there will also be two tables outside the main meeting room that will be offered at a higher cost. Sylvia Garrison and Jo Anne Shimek are working on a super golf outing/tournament at the local Salt Creek course on the Sunday. The silent auction will be on Monday, September 19

### **STRATEGIC PLAN UPDATES** – Jason Ravenscroft – **NO REPORT**

NOTE: The Strategic Plan has been posted to the website under “About IEHA”. The Strategic Plan Goals for 2019 are:

- 1) Increase the number of counties represented in IEHA by 10% (Membership Committee) (Jason is working on updating counties in the Membership database so we can contact those with no participating members)
- 2) Increase membership with younger professionals, with less than 5 years of experience, and students by 20% (Membership Committee)
- 3) Increase members with nationally recognized certifications by 10% (COPED) (Jason and Ellie are working on a survey monkey survey to send to all members)

### **OLD BUSINESS**

Ed Norris will draft a letter to the Governor’s Public Health Commission addressing public health issues in Indiana for Holley to review and the **Board to discuss further at the December meeting.**

### **NEW BUSINESS - NONE**

Tami distributed the 2022 meeting dates.

### **CHAPTER REPORTS** (All Chapter Reports should be submitted to the Secretary in writing)

#### **NORTHWEST CHAPTER** – Karen Flanigan – **NO REPORT**

#### **NORTHEAST CHAPTER** – Nicole Corwin

Northeast Chapter met on Thursday, October 21 in Huntington County. The meeting was held at the Golfo di Napoli Dairy and Café. Dr. Matt Pfeiger, Huntington County Health Officer spoke on entering the role of Health Officer amidst the pandemic. Human Relations manager for Golfo di Napoli gave us an overview of the company, a tour, as well as answered any questions the members had along the way. Election of Officers were held and it was determined that all officers were to stay the same for this year – Joe Rakoczy, President; Judy Fox, Vice President; Rob DeBeck, Secretary; Tami Hurlburt, Treasurer, and Nicole Corwin, Chapter Rep. The next meeting will be hosted by Jay County, on November 18 at the Portland Fire Station. During this meeting Alice Quinn will speak on Recessional Moraines; Vivien McCurdy - IDOH Food Scientist Supervision Food Protection will speak, topic not yet announced, as well as Sarah Germann - IDOH Public Health Admin Food Protection will speak on Produce Safety. Also, the Chapter will be holding an IOWPA certification testing on November 17 (testing only) at the Steuben County Community Building.

**WABASH VALLEY CHAPTER** – Ed Norris

The last meeting was October 7 in Lafayette at the Purdue Extension Office. Lee Green, IDOH Vector borne Epi spoke about tick problems in Indiana including Lyme disease and mitigation measures. There was also a lengthy discussion about the newly established Governor's Public Health Commission to improve public health services. The next meeting is scheduled for December 9 at Ross-Ade Stadium at Purdue University. Details will be forthcoming, and this will be the Chapter's annual toy drive for underprivileged kids.

**EAST CENTRAL CHAPTER** – Stephanie Cain

The last meeting was held on October 28 at the Preppy Puppy Manufacturing facility in New Castle. The facility was opened recently as an expansion of their already existing location in Massachusetts. It is a wholesale manufacturing dog treat bakery that was started in 1994 and was expanded. There were thirteen in attendance. After the tour a business meeting was held at the 1000 Degree Pizza located in Mount summit. The next meeting will be held in early December in Shelby County. Time and date TBD.

**WEST CENTRAL CHAPTER** – Lisa Harrison – **NO REPORT**

**SOUTHERN CHAPTER** – Jennifer Heller for Karl Glaze

The Chapter is planning a meeting in January or February with two speakers. More details TBD.

**SOUTHEASTERN CHAPTER** – Beth Bowlen – **NO REPORT**

**CENTRAL CHAPTER** – Reba Taylor-Hill – **NO REPORT**

Hearing no other business to come before the Board, Holley Rose entertained a motion to adjourn the meeting. Ed Norris moved that the meeting be adjourned; it was seconded by Jennifer Heller. The meeting adjourned at 11:13 am.

Submitted by:

Lisa Chandler, Secretary  
Tami Barrett, Board Secretary